

**CHIEF LOCAL ELECTED OFFICIALS MEETING**  
**Wednesday, November 13, 2024**

**Virtual Details**

Meeting ID: 225 661 406 807 Passcode: oAozL8

**Dial in by phone**

[+1 724-761-2341,590541131#](tel:+17247612341590541131) United States, New Castle

[Find a local number](#)

Phone conference ID: 590 541 131#

**AGENDA**

- 1) Welcome, *Commissioner Chip Abramovic, Chair*
- 2) Meeting will be **RECORDED**. Please exit if non-consenting. **AGENDA POSTED IN CHAT**, *Nancy*
- 3) Roll Call / Visitor Recognition – *Nancy*
- 4) Public Comments – *Commissioner Chip Abramovic, Chair*
  
- 5) Consent Agenda \*Board Staff To Give Brief Summary Of Each\*
  - a. [Approval of September 13, 2024 Meeting Minutes](#)
  - b. LEP Plans
    - [Oil Region LEP Plan](#)
    - [Erie LEP Plan](#)
  - c. [Non-Discrimination/General Complaint Policy](#)
  - d. [Public Record Release Policy](#)  
**Appoint Right To Know Officer: Susan Richmond**
  - e. [Accept Revised Title I Statement of Work Report Q4 PY23](#)
  - f. Accept Updated Operator/Title I Firewall Agreement between Equus and Board/CLEOs
    - [WDB CLEO Title I One Stop Operator Agreement revised](#)
    - [WDB CLEO Title I One Stop Operator Agreement Revisions Summary revised](#)
  - g. Accept Satisfaction Surveys PY 23 Q3 and Q4
    - [Business PY23 Q3](#)
    - [Business PY23 Q4](#)
    - [Participant PY23 Q3](#)
    - [Participant PY23 Q4](#)
  - h. Any items to sever for discussion -or- motion to accept as a whole
  - i. Vote on accepting the Consent Agenda
  
- 6) Previous Action Items – Chair Commissioner Chip Abramovic
  - a. Completed: *CLEOs added to committee meeting invites*
  - b. Pending: *Implement board committee report out at WDB meetings*
  - c. Completed: *Executive Director to notify state of final performance measures approval*
  - d. Pending: *Ad Hoc RFP Committee to recommend RFP for release for PY25 Title I contract*
  - e. Pending: *Ad Hoc RFP Committee to recommend RFP for release for PY25 Operator contract*
  
- 7) Fiscal Items, *Diona Brick*
  - a. **Fiscal Report (Approval)**
  - b. **In School Youth Funding Designation For PY24**
  - c. Other
  
- 8) NDWG Grant Update, *Lisa S and Lisa M*
- 9) Workforce Board Membership Updates— *Chair Commissioner Chip Abramovic*
  - a. SOFI: Appointment of Keith Szewczyk Erie, Business: Kyocera AVX Components
  - b. Crawford Candidate Chandler Mason, ReMax Small Business Being Appointed

c. Larry Fannie's Vacancy: PA L&I ARD Marybeth Williams, appointing through Crawford County

- 10) PA CareerLink® Location Update, *Elizabeth Wilson and Lisa Miller*
- a. **Per Executive Committee Recommendation, Form a Facility Lease Group**
  - b. Site Selection for Oil Region relocation (**Motion: Add A Special Meeting For Site Selection**)
  - c. **Motion that, All Required Utilities and Contracting can be Performed by Board Staff in conjunction with the Operator and the Partners, within budget**
  - d. **Approval to proceed on evaluating options for Erie facility lease for July 1, 2026**

Committee Reports

- 11) Governance and Executive Committee: **Approval of [NWPA Job Connect Bylaw Changes](#)**
- 12) Ad Hoc RFP Committee
- a. **Approval of [Operator RFP](#) For Release**
  - b. **Approval of Ad Hoc RFP Committee to Score Proposals & Recommend PY25 Operator Contract Award**
  - c. **Approval of [Title I RFP](#) For Release**
  - d. **Approval of Ad Hoc RFP Committee to Score Proposals & Recommend PY25 Title I Contract Award**
- 13) Ad Hoc Statement of Work (SOW) Committee
- a. **Accept the Ad Hoc SOW Committee Recommendation on Operator PY23 SOW Performance**
  - b. **Accept the Ad Hoc SOW Committee Recommendation on Title I PY23 SOW Performance**
  - c. **Accept the Ad Hoc SOW Committee Recommendation on Title I PY23 Profit Payout**
  - d. **Approve Final Determination on Title I PY23 Profit Payout**
  - e. **Approve Operator PY23 Profit Payout**
- 14) **Election of CLEO Board Slate of Officers, *Chair Abramovic***
- a. Last Election 01/12/2024 (delayed due to elections)
  - b. Chair: Chip Abramovic    Vice Chair: Wayne Brosius    2<sup>nd</sup> Vice Chair Tricia Durbin
  - c. All on First Year. Term limit is 2 one-year terms in a row
- 15) Other Business *Lisa M and Lisa S*
- a. [Board Staff Report](#)
    - i. Begin Board Member Q+A Sessions
    - ii. Local Plan Sections: Please Return Feedback To Susan Richmond
  - b. [Equus Staffing Update](#), *Lisa S*
  - c. Update: Board Meeting Locations Going Forward
  - d. Update On Recent PII Data Exposures
  - e. Conflict of Interest and Abstention Reminders
  - f. Other Items as Needed
- 16) **Executive Session: As Needed** *Joe Keebler*
- 17) Review of New Action Items
- 18) **Adjourn** **Next Board Meeting: Friday January 17, 2024**

**ITEMS IN BOLD REQUIRE A VOTE**

***Immediately Following Today's Meetings: Tour of Acutec. Please Join Us!***

Website Link: [NWPA JobConnect](#) | [Discover Opportunity](#) | [Title I Board Report](#) | [Operator Board Report](#)  
[Abstention Form](#) | [Conflict Of Interest Information](#) | [Revised Local Governance Policy](#)